



## GRADUATE STUDENT 20

## ANNUAL REVIEW FORM

Name: \_\_\_\_\_

Year of Study: \_\_\_\_\_

Advisor: \_\_\_\_\_

Date: \_\_\_\_\_

### **PART A: GRADUATE STUDENT SELF-ASSESSMENT (To be completed by the graduate student)**

*This section should be completed and uploaded to your OneDrive folder no later than December 31st.*

1. Have you completed the Responsible Conduct of Research course?    Yes    No

2. Courses completed in the past two semesters:

3. Planned courses for the next two semesters:

4. Were you a research assistant?    Yes    No

How do you think you performed in this area?

Where do you think you need improvement?

5. Were you a teaching assistant?    Yes    No

How do you think you performed in this area?

Where do you think you need improvement?

6. Papers published/submitted in the last year:

7. Conference and internal/informal presentations in the past year:

8. Research accomplishments:

Where do you think you need improvement in this area?

9. Plans/Goals (including research and courses) for the coming year:

10. Have you and your advisor formed your Thesis Committee yet?  Yes  No

If Yes, list names below:

\_\_\_\_\_

11. Your Comments:

Student's signature:

Date:

**PART B: FACULTY ADVISOR EVALUATION**

**To the advisor:** This form should be filled with sufficient comments by the faculty advisor. It should be discussed with the student and signed by both the faculty advisor and student.

**STUDENT NAME:** \_\_\_\_\_ **FACULTY ADVISOR NAME:** \_\_\_\_\_

1) **Educational Progress** (Overall academic progress including course performance, DQE, dissertation):

2) **Research Progress** (Overall research progress including strengths and shortcomings, creativity and dedication, potential publications, plans for improvement)

3) **Teaching:** (teaching opportunities, TA opportunities, teaching training)

4) **Professional Development** (conduct, presentation skills, writing skills, communication skills, teamwork, networking, career goals):

5) **Logistics** (graduation timeframe, present and future funding, specific grant requirements, progress towards post-Ph.D. objectives):

6) **Overall Assessment and Additional Discussion Points** (Strengths, major concerns if any, room for improvement, specific suggestions to address concerns):

**OVERALL ASSESSMENT:**                       **Satisfactory**                       **Unsatisfactory**

*I have reviewed this document with my advisor and I have seen his/her comments*

Student's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Advisor's signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Additional Comments** (Use this space to add any additional comments or continue answers from above.)